



**US Army Corps
of Engineers®**

W.P. Franklin Visitor Center
1660 South Franklin Lock Road
Alva, FL 33920
(941) 694 – 2582 Tele
(941) 694 – 2204 FAX

W.P. Franklin South Day Use Area Park Host

Volunteer Description

W.P. Franklin South Day Use Area Park Host

INTRODUCTION

The U.S. Army Corps of Engineers (USACE), Jacksonville District, South Florida Operations Office (SFOO), would like to welcome you to the Corps Volunteer Program. As a volunteer, you will be performing the duties/responsibilities (listed below) of a Park Host at the W.P. Franklin South Day Use Area under the guidance of the Volunteer Coordinator Park Ranger Robert Schnell. The SFOO greatly appreciates your volunteer efforts to further enhance the recreation areas and provide information to the public. Thank you for choosing to volunteer with the Corps of Engineers. Any questions, comments, and/or concerns should be directed towards the Volunteer Coordinator at (941) 694 - 2582.

QUALIFICATIONS

Anyone may apply to volunteer as a Park Host with the SFOO by completing a SFOO Volunteer Application. The Park Host position however, requires tact, courtesy and the ability to work with the general public. The position is established so that the SFOO may better serve the public within Corps recreation areas.

DUTIES/RESPONSIBILITIES

Open Day Use Gate and Restrooms 8:00 A.M.

Close Day Use Gate and Restrooms Sunset

Please inform any visitors remaining within the picnic and swimming area 15 - 30 minutes before sunset that the park closes at sunset and you will be closing the gate.

Be familiar with and abide by all USACE rules and regulations (EP 1165-2-316).

Inform visitors of the Day Use Area Rules and Regulations and explain the permitting system. Instruct visitors where the day use vaults are and insure adequate amounts of day use permits are within the vaults (beach and boat launch vaults). Envelopes will be provided upon request by the volunteer from the Ranger Staff.

Operate and maintain the sprinkler system. Sprinkler heads need to be periodically checked and occasionally cleaned. Sprinklers should be operated every other day for 30 minutes. One section of sprinklers need to be operated manually. Training will be provided on the sprinkler controls and heads.

Provide visitors with information concerning the Corps Recreation Areas. Answer information requests to the best of your knowledge. When in doubt refer the visitor to the ranger staff.

Monitor dumpster and trash receptacle areas for cleanliness and walk through the park picking up litter periodically.

Report safety hazards and/or maintenance concerns to the ranger staff. Examples: report a stopped up commode, lack of supplies, broken night light, water leaks, missing or damaged signs.

DUTIES/RESPONSIBILITIES (continued):

Report any compliance problems, vandalism, speeding, and similar disturbances to the ranger staff or local law enforcement officer.

Assist in emergency situations such as electrical black outs, weather alerts, life threatening emergencies, etc.

Report all personal injury accidents and/or incidents to the volunteer coordinator or ranger staff.

Wear the Volunteer Shirt and/or Volunteer Hat when dealing with the public to identify yourself as a U.S. Corps of Engineers Representative.

A little common sense goes a long way, so treat others as you would like to be treated.

Minor Maintenance: debris removal, general repair of recreation equipment, etc.

Volunteer campsites will be maintained in a neat and respectable manor.

All recreation areas will be evacuated during a hurricane. All volunteer items should be mobile and ready to move in case of a hurricane.

Pavilion reservations are located on a calendar within the visitor center on front desk. Please refer to the calendar on a weekly basis for reservations. Place reserved sign on pavilions that are reserved for that day and remove at the end of the day or the beginning of the next day. Pavilions that are not reserved may be utilized by anyone.

Please do not engage in any physical or verbal confrontations with the public.

Volunteer hours need to be recorded on the Volunteer Service Record (ENG Form 4882-R) and submitted to the Volunteer Coordinator by the end of each month.

All incidental expenses should be recorded on the Claim for Reimbursement for Expenditures on Official Business Form and submitted to the Volunteer Coordinator for authorization by the end of each month with your Volunteer Service Record.

The Volunteer Coordinator may request additional duties to be performed contrary to the above listed duties/responsibilities at any time, for example: general maintenance items, limited physical labor, assisting within the visitor center and/or campground, rangers, and/or lock tenders, etc.

DAY USE AREA RULES/REGULATIONS

All regulations contained within Title 36 pertain to the Day Use Area and will be enforced by the ranger staff. State and local laws will also be enforced by the local law enforcement agencies.

Alcohol and pets are not permitted within the Day Use Area.

Littering is prohibited within the Day Use Areas and should be discouraged among visitors.

DAY USE AREA RULES/REGULATIONS (continued):

Boat launch parking lot located north of the comfort station is for vehicles and trailers only. Vehicles may unload equipment/gear but must be parked within the west parking area. The parking lot located south of the comfort station is an overflow parking lot for the boat launch parking area.

Day Use Fees

Swimming	\$1.00 per person, \$3.00 maximum per vehicle Children under 12 are admitted free
Boat Launch	\$2.00 per vehicle
Annual Pass	\$25.00, purchase at W.P. Franklin Visitor Center or W.P. Franklin Campground \$5.00 duplicate pass is available
Golden Age Passports	Individual must be 62 years or older Cost \$10.00, purchase at W.P. Franklin Visitor Center or W.P. Franklin Campground
Golden Access Passports	No charge with proof of disability. Available at W.P. Franklin Visitor Center or W.P. Franklin Campground
Golden Passports provide 50% discount of recreation fees to the cardholder	
Pavilion Reservations	\$35.00 per pavilion, reserve at the W.P. Franklin Visitor Center

SUPERVISORY CONTROLS

There is no doubt that you will encounter rangers on a daily basis. These rangers may answer general questions that you may have concerning the recreation areas, rules and regulations, and the general area. Specific questions, comments, and/or concerns should be directed towards the Volunteer Coordinator. The Volunteer Coordinator is overseen by the Supervisory Park Ranger.

WORKING CONDITIONS

Park Host Volunteers are required to be available 7 days a week to open and close the day use gate and restrooms. Volunteers will have two days off, Mondays and Tuesdays, depending on holidays and special events. A minimum of 4 hours a day between 8 A.M. and 8 P.M., 5 days a week is required. Availability on weekends and evenings is desirable and may be required to adequately manage the recreation area. The Corps of Engineers will provide a campsite with water, electric hook-ups, and access to a dump station at no charge to the volunteer. Volunteers will furnish their own transportation and camping equipment. The volunteer campsite will be identified as volunteer for the benefit of the public. All members of a Volunteer's immediate family are welcome to accompany him or her while volunteering. A Park Host Volunteer may volunteer from one month to one year.

EMERGENCY INFORMATION

For all life-threatening emergencies please dial 9 – 1 – 1 to contact the local law enforcement agency, fire department, and ambulance.

After contacting 9 – 1 – 1, please contact the ranger staff concerning the accident/incident.

The following information should only be used in an emergency and should not be provided to visitors.

Schedules:	Rob	Sun - Mon	OFF	Office Phone Number
		Tues – Fri	7:00 A.M. – 3:30 P.M.	(941) 694-2582
		Sat	8:00 P.M. – 4:30 P.M.	

U.S. Army Corps of Engineers, Jacksonville District

W.P. Franklin Visitor Center	South Florida Operations Office
1660 South Franklin Lock Road	525 Ridgelawn Road
Alva, FL 33920	Clewiston, FL 33440
(941) 694 – 2582 Tele	(863) 983 – 8101 Tele
(941) 694 – 2204 Fax	(863) 983 – 8579 Fax

Ortona Campground	(863) 675 - 8400
Ortona Lock	(863) 675 - 0616
St. Lucie Campground	(561) 287 - 1382
St. Lucie Visitor Center	(561) 219 - 4575
St. Lucie Lock	(561) 287 - 2665
W.P. Franklin Campground	(941) 694 - 8770
W.P. Franklin Lock	(941) 694 - 5451

Florida Fish and Wildlife

Conservation Commission	1-800-342-5367
Florida Highway Patrol	1-800-701-3212, * FHP
Poison Information Center	1-800-282-3171
U.S. Coast Guard	1-800-368-5647
Hazardous Material Spills	1-800-424-8802
Sheriff – Lee County	(941) 447 - 1200